

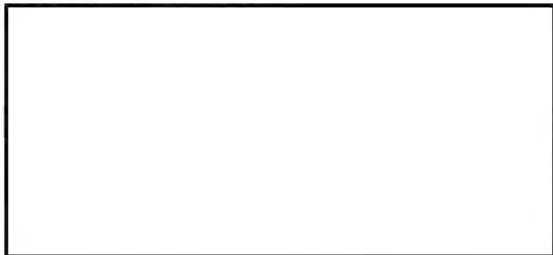
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CLANDESTINE SERVICE SUPPORT OFFICERS' MEETING

DDS Conference Room

18 October 1972

1. Present were:



25X1



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2. No DD/P Staff Meeting.

3. Items of interest from the DD/S Staff Meeting - 17 October.

25X1

a. LWOP for Employees to Accompany Spouses. A revision of



will soon be printed which will permit a staff employee to go on LWOP for a maximum of three years in order to accompany his/her spouse overseas. The provision is now being implemented by the Clandestine Service and the Director of Personnel. Any spouse now on a 90 day LWOP may be converted to the 3 year period. It is not possible retroactively to apply the 3 year period to those spouses who have completed the 90 day LWOP.

25X1

b. Support Directorate Promotion Review Schedules. Mr. Wattles noted that some users of Support Directorate careerists are not currently aware of the promotion review schedules being used by Support Directorate career services. He asked that notice be given to all interested offices either on an annual basis or as grade groups are to be ranked.

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d. Support Directorate Retirements for October.

Civil Service

25X1

| | |
|----|-----------|
| OC | 13 Oct 72 |
| OC | 13 Oct 72 |

CIARDS

25X1

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|----|-----------|
| OL | 13 Oct 72 |
| OL | 27 Oct 72 |
| OL | 27 Oct 72 |

4. Other items of interest.

25X1

a. Coverage for 23 October 72. [] asked that we notify each of you that while there is no requirement for office coverage on the holiday of Monday, 23 October 72, it will be necessary for someone to review cable traffic received after Saturday noon and on Sunday. Review can be performed at any convenient time on Monday.

b. Flu Shots. These will be given again on 6 November. If an individual had the shots in previous years, they only need the one they received earlier this year. If they took it for the first time this year, they need the follow-up shot on 6 November. Medical needs to know how many people will be taking it by the end of this week. Please call us. You will be given a schedule and the IBM cards before 6 November.

c. Drug Seminars. During November the drug seminar will be given only twice, on Tuesdays, 7 and 28. The seminar is held in Room GA13 Hqs, commences at 1500 hours and call ext. [] for enrollment.

e. Credit Union News Highlights. At the request of the CS, the Credit Union added "Administrative - Internal Use Only" to the flyer dated 2 October 72. This is for headquarters use only. Because this warning is somewhat obscured, will you please have it circled or underlined in red on the first page. A book dispatch containing the information on dividend declaration and interest rate reductions is now being printed.

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f. Medical Newsletter. OMS sterilized their first newsletter for headquarters distribution so that anyone wishing to take it home may do so. All references to the Agency were eliminated.

25X1 g. Career Service Information. [] mentioned that the "S" Career Service is sometimes overlooked in the distribution of telepouches, dispatches and cables affecting the plans, status, movements, etc. of "S" careerists. Please help us keep current and give equal attention to the members of other career services assigned to the CS.

25X1 h. [] Chuck has a pinched nerve in his spine for which he will have an operation on 30 October. He will be hospitalized at the National Orthopaedic and Rehabilitation Hospital, 2455 Army Navy Drive, Arlington, Virginia, for two weeks and must recuperate at home for four more weeks.

i. Recently Approved Support Officer Assignments.

25X1 []

Summer 73
Summer 73
Spring 74
Now

j. Recently Approved Extension.

25X1 []

To Summer 74

k. New Member of "S" Service.

25X1 []

GS-10

IPB/SSS

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